



RIGHT-OF-WAY/STREET CUT

PERMIT

CITY OF GREENWOOD
COMMUNITY DEVELOPMENT SERVICES, ENGINEERING DIVISION
300 SOUTH MADISON AVENUE, GREENWOOD, INDIANA 46142
(317)887-5230

PLEASE PROVIDE INFORMATION IN HIGHLIGHTED SPACES ONLY

PERMIT NUMBER _____ DATE OF ISSUANCE _____

NAME OF CONTRACTOR OR UTILITY (APPLICANT) _____

ADDRESS _____ CITY _____ ZIP _____

CONTACT PERSON _____ PHONE _____

LOCATION OF CUT _____

REASON FOR CUT _____

NAME OF OWNER (IF DIFFERENT FROM APPLICANT) _____

ADDRESS OF PROJECT _____ CITY _____ ZIP _____

DATE WORK TO BEGIN _____ ESTIMATED DATE OF COMPLETION _____

STANDARD CONDITIONS:

1. MATERIALS SHALL NOT BE STOCKPILED WITHIN THE RIGHT-OF-WAY
2. CONTRACTOR SHALL PROVIDE A \$15,000 (MINIMUM) LICENSE/PERMIT BOND ON THE **APPROVED BOND FORM (AVAILABLE ON THE CITY'S WEBSITE, GREENWOOD.IN.GOV)** AND SUBJECT TO EVALUATION OF SCOPE OF PROJECT BY ENGINEERING DIVISION OF CDS. ALTERNATIVELY, PROPERTY OWNER MAY POST A \$1,000 DEPOSIT WHICH SHALL BE REFUNDED FOLLOWING SATISFACTORY COMPLETION OF THE PROJECT AND INSPECTION BY ENGINEERING DIVISION OF CDS. CASH DEPOSIT IS NOT AN OPTION FOR CONTRACTOR.
3. OWNER OR OWNER'S AGENT SHALL PROVIDE AN EROSION CONTROL PLAN FOR REVIEW AND APPROVAL BY ENGINEERING DIVISION OF CDS.
4. IF LANE RESTRICTION/CLOSURE IS REQUIRED, ADVANCE NOTIFICATION SHALL BE SENT VIA REGULAR MAIL AT LEAST TWO (2) WEEKS PRIOR TO START OF WORK TO ALL ENTITIES ON NOTIFICATION LIST POSTED ON CITY OF GREENWOOD WEBSITE.
5. A MAP OR SKETCH AND OTHER SUPPORTING DOCUMENTATION SHALL BE SUBMITTED TO THE ENGINEERING DIVISION OF CDS FOR REVIEW AND APPROVAL AT LEAST FIVE (5) BUSINESS DAYS PRIOR TO ANTICIPATED START OF WORK. STAFF WILL MAKE EVERY EFFORT TO COMPLETE ITS REVIEW AND ISSUE A PERMIT WITHIN THREE (3) BUSINESS DAYS.
6. ALL WORK SHALL BE INSPECTED BY THE INSPECTION STAFF OF THE ENGINEERING DIVISION OF CDS. INSPECTIONS MUST BE SCHEDULED AT LEAST 24 HOURS IN ADVANCE. APPROVAL OF THIS PERMIT ALLOWS WORK TO BE DONE ONLY DURING THE HOURS OF 7:00 A.M. TO 9:00 P.M., MONDAY-FRIDAY, UNLESS OTHERWISE APPROVED BY THE BOARD OF PUBLIC WORKS & SAFETY.
7. THE OWNER/APPLICANT SHALL BE ULTIMATELY RESPONSIBLE TO ENSURE THAT COMPLIANCE WITH THE GREENWOOD MUNICIPAL CODE IS ACHIEVED ON THIS PROJECT.

MISCELLANEOUS (ENGINEERING STAFF TO MAKE ENTRIES IN SPACES BELOW AND CHECK ALL THAT APPLY):

- ☐ EXISTING DRIVEWAY WIDTH OF _____ FT. WITHIN THE PUBLIC RIGHT-OF-WAY MAY BE INCREASED TO _____ FT. IN ACCORDANCE WITH THE PROVISIONS OF ARTICLE 20.11.15 OF THE GREENWOOD MUNICIPAL CODE, AND THE DRIVEWAY IMPROVEMENT PLAN SUBMITTED BY THE APPLICANT.

(GREENWOOD CITY ENGINEER) _____, 20____

☐ _____

☐ _____

APPLICANT SIGNATURE

PERMIT APPROVED BY:

NAME

DATE

TITLE

DATE

WORK RELEASED BY:

NAME

TITLE

DATE

Copy to: Engineering, Applicant, Inspector

(COPY OF PERMIT MUST BE RETAINED ON JOB SITE UNTIL WORK IS RELEASED BY CITY OF GREENWOOD)